

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 2<sup>nd</sup> March 2017, Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst, Essex.**

1. **Present:** Cllrs. Mrs D. Dicker (Chairman), Mrs. D Rogers Harrison, Mrs. Julia Le Page, Mr P Arnell, Mr. A Smith, Mr. G Smith, Cllr D Potter, Mr M Capon and Mr A Farrow; Borough Councillors Mr C Poppy and Mr K Parker.
2. **Apologies for absence.** Cllr Mr A Oliver, Borough Cllr Mr Roger McCheyne and Essex County Cllr Ann Naylor.
3. **Resolved.** Minutes of the meeting held on the 12<sup>th</sup> January 2017 approved and signed.
4. **Declaration of Interests.** None declared.
5. **Information:** Clerk's report back on progress and from decisions taken at prior meetings.
  - a) *Burial Ground: The GP committee recommended a 2% rise in all burial ground fees from 1<sup>st</sup> April 2017. Burials and Ashes in the 2 months of this report are as follows: 2 Burial re-opens.*
  - b) *Allotments: The renewal process for 2017/18 has begun with letters being issued to all tenants advising them that the renewal date for their lease is the 1<sup>st</sup> April 2017. Allotment fees are unchanged.*
  - c) *The Parish Room rental fee for 2017/18 remains unchanged at a fixed £10 for a 3 hour morning, afternoon or evening session.*
  - d) *The Pension fund auto enrolment staging date for Doddinghurst Parish Council employees was the 1<sup>st</sup> January 2017 and the Council voted to adopt the NEST scheme for eligible employees at its January 2017 meeting. All Doddinghurst Parish Council employees have been advised in writing of the commencement of the scheme and their eligibility under the rules of the pension scheme. The pension regulator's compliance document has been completed by the Council and its receipt has been acknowledged. No employee has made a request to be contracted into the NEST scheme at this point in time.*
  - e) *Councillor Vacancy Co-option. Two residents have expressed an interest in being co-opted as Doddinghurst Parish Councillors and both have previously attended a meeting of the Parish Council to see the Council in action. Brentwood Borough Council have confirmed the eligibility of the applicants so this matter will be included in the March 2017 agenda. There is only one vacancy so both applicants have been invited to attend the meeting and make a 3 minute presentation setting out their merits for the role. One Councillor ("A") will need to nominate and another ("B") to second one of the applicants and ditto with Councillors ("C") and ("D") for the second applicant. Following nomination and seconding the whole council will make a paper vote with **a vote each per candidate**. To be successful a candidate must have a majority vote and the candidate with the largest majority wins the ballot. In the event of a tie the Chairman has a casting vote. The successful applicant will be asked to sign a declaration of acceptance of office before joining the Council.*
  - f) *Basket Ball Wall render. The appointed plasterer did his initial preparations on 20<sup>th</sup> Feb 17 with the intention of completing the work the next day but overnight the scratch coat was vandalised and the edge beading pulled off the wall. In the light of this the site was cleaned up and made safe and the work abandoned at that stage since to try and complete it was likely to be a waste of money. The police have been advised.*
  - g) *The 17/18 precept request was submitted to the Borough Council, as approved at the meeting on the 12<sup>th</sup> January 2017, and a letter explaining the changes published in the Link magazine (March 2017 issue).*
  - h) *Councillors met the Leader of Brentwood Council on the 20<sup>th</sup> Feb 17, a meeting that was postponed from the Parish Council meeting on the 12<sup>th</sup> January 2017, to discuss, inter alia, Council funding and how the Borough Council saw the role of Parish Councils in the future.*
  - i) *We learnt that a half marathon is being planned to pass through the village on the 19<sup>th</sup> March 2017. This has now been published in the link but we expressed out disappointment with the organisers that it had to come the Council as a surprise as it involves up to 6000 runners travelling through the village and whilst it is in a good cause it would have been courteous of them to inform the council themselves. There are numerous road closures including the Doddinghurst Road which will be closed from Mountnessing Lane to Brentwood.*
6. **Information:** Noted: Schedule of Correspondence received up to the 28th Feb 2017.
7. **Financial Reports and Minutes and Feedback from Committees.**
  - a. Information: Noted the Financial Reports for January and February 2017.
  - b. **Resolved.** Approved the Schedule of Payments for January and February 2017.
  - c. Information: Noted new planning applications for January and February 2017. Residents of Outings Lane had submitted objections to the planned development on virgin Green Belt land next to Barfield Farm on Outings Lane. The original outline application for 2 dwellings had been called in for review at

the next planning meeting but a full application for 3 houses is currently in the planning pipeline. (NB the outline application was withdrawn before the meeting). Residents were also complaining about the out of hours and Sunday working on the current development on the old surgery site and a report on the site had been issued by Brentwood Environmental Officer

- d. Information: Noted minutes of the GP committee of the 15<sup>th</sup> February 2017. Burial Ground fees had been increased by 2% and Parish room rental frozen for the fourth year.
- e. Information: Feedback from meetings attended: See notes of the meeting with the Leader of Brentwood Council held on the 20<sup>th</sup> Feb 2017. Bus Services - Cllr Michael Capon reported that information boards for the Bus Stops are to be provided with delivery for the area to be made to the Parish Office pending redistribution to other parishes.

8. **Information:** Co-option of a New Councillor - Background details. At the 2016 election 10 councillors were elected leaving one vacancy and providing an electoral mandate of 91%. One vacancy therefore exists and has been advertised with two potential candidates applying. Both candidates had attended the January meeting and been approved as qualifying for the role by Brentwood Borough Council. With both applicants in attendance the co-option process could begin.
9. **Candidates for co-option** - 3 minute presentations. Verbal Presentations were made by both candidates stating why they wished to become a Parish Councillor.
10. **Nomination and seconding** of Councillor(s) for co-option. The candidates were formally nominated and seconded by council members.
11. 🗳️ **Ballot for Co-option of New Councillor** - simple majority required. The paper ballot was held with 9 votes to 5 being recorded.
12. **Declaration of Acceptance** of new Councillor. Mr David Powell was successful in ballot with 9 votes. He accordingly signed the Declaration of Acceptance and joined the Council. The Clerk handed David a personalised information pack and the Chairman congratulated David on his appointment.
13. **Information:** Teen facility project. A budget of £60,000 had been created for three items: (a) Replacement teen Village (b) New kicking Goal (c) A Parkour circuit. The latter is an unknown quantity so priority would go to the teen village replacement and kicking goal whilst the Parkour facility would be evaluated and costed. Concern was expressed at the recent vandalism of the repairs to the basket-ball wall, which brought into question the value of providing new facilities if they are only going to be damaged.
14. 🗳️ **Resolution:** Approved: Application for a Dagwood Trust Grant towards Teenager facilities of £3000.
15. **Information:** Brentwood Half Marathon on 19<sup>th</sup> March 2017. Noted this new route for the event that will bring runners through the village and down the Doddinghurst Road rather than the Ongar Road.
16. **Information:** May Fair on Monday 1<sup>st</sup> May 2017 organisation - volunteers for setting up etc. on Sunday 30<sup>th</sup> April and clearing up in 1<sup>st</sup> May to contact Julia/ Debbie.
17. **Other urgent information:** (No councillor actions/letters/undertakings permissible on this item). The 61 bus subsidy has been extended for 3 months into the 2017/18 financial year and a meeting is scheduled (slipped to 3rd April @ 12.30) to discuss the future of the bus service with ECC. The Outings Lane speed limit sign is still the wrong way around. The bell bollard that was removed from All Saints now means heavy Lorries are manoeuvring over a telecoms chamber only designed for light traffic.

**The meeting closed at 22.00**

Minutes signed:

Date: 11<sup>th</sup> May 2017

Comments in the public session:

- Travellers had entered Brentwood Community Centre as a result of poor gate management by the centre staff.
- A Police team have relocated into the Town Hall as part of a plan to make better utilization of the facility following the closure of the London Road station.

The meeting was attended by three members of the public